



FIRE DEPARTMENT

FIRE PREVENTION BUREAU

Derek L. Hughes, Fire Chief
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TITLE: **SHOWROOM, LOUNGE, & NIGHTCLUB PERMIT GUIDELINE**

SCOPE: Showrooms, lounges and nightclubs shall comply with the 2005 Mesquite Fire Code and this guideline.

PURPOSE: To provide standardized Mesquite Fire Department permit requirements relating to showrooms, lounges, and nightclubs.

SPECIFICATIONS AND REQUIREMENTS

At a time of permit application, three (3) sets of plans, drawn to an indicated scale, must be submitted for review and approval. Minimum permit and expedite fees (if required) must be paid at this time. The minimum permit fee for this submittal is \$75. However, permit fees for this type of submittal vary. Please see the **Mesquite Fire Department Permit and Service Fee Schedule** for specific information. In addition, expedite fees (minimum of \$85) are also variable based on the complexity of the submittal. Again, please see the Mesquite Fire Department Permit and Service Fee Schedule for exact details. You will be notified via telephone when the review is completed. Once a permit has been approved, call _____ and schedule a fire inspector to verify site and validate permit.

A Fire Department permit is required to operate as assembly occupancy with an occupant load of 300 or more persons. Each permit is renewable either semi-annually or annually (see #'s 2 & 3), and shall be renewed prior to expiration. To obtain an assembly permit, the following requirements must be met:

1. Plans must show all exits, seating arrangements, aisles, fire extinguishing equipment, and be drawn to an indicated scale. (See attached assembly occupancy plan guideline).
2. Multiple Shows/ Events- Semi- Annual Permit- Multiple events/shows occurring in the same room within a 12 month period may be covered under one permit, renewable semi-annually, provided a list of events/shows expected to occur within each 6 month period are submitted, along with plans for each different setup. Attach a list to each different plan to indicate which events/shows will use that specific plan.

During an six month period of time you have the need to add an event/show to you permit, submit the name and dates of the function along with the permit number and type of plan that will be used. Should a new plan that has not already been approved for this permit be submitted, a new application and permit fee of \$60.00 will be required.

3. Single Show/Event- Annual Permit- A single event/show occurring in the same room with no change for a period of 12 months or longer will be covered under one permit, renewable annually.

NOTE: Special Permits (Pyrotechnic, Open flame, etc.) are required in addition to the above.